

**DETENTION OFFICER CERTIFICATION COURSE  
REVISION COMMITTEE MEETING  
NC Justice Academy  
Salemberg, NC  
October 9, 2008**

Mark Priest called the meeting to order at 9:20 a.m. and welcomed everyone. Carolyn Holland called the roll.

**Members Present**

Todd Davis, Brennan Associates, Inc.  
Glen Matayabas, Buncombe County Sheriff's Office  
Alicia McKinney, Durham County Sheriff's Office  
Joseph Milem, Mecklenburg County Sheriff's Office  
Betty Reynolds, Wilson Technical Community College

**Members Absent**

Dave Castlow, Currituck County Sheriff's Office  
Mike Chinsolo, Chowan County Sheriff's Office  
Milton Drew, Northampton County Sheriff's Office  
Tim Fuss, New Hanover County Sheriff's Office  
Wayne Jones, Albemarle District Jail  
Lt. Thomas Whitmore, New Hanover County Sheriff's Office

**Staff Present**

Carolyn Holland, NC Justice Academy  
Mark Priest, NC Justice Academy

**Guests Present**

Capt. Kevin Holden, Brunswick County Sheriff's Office

Mark stated that a quorum could not be declared for the meeting; therefore, items discussed and approved at the meeting could not be voted on. Items will be disseminated by e-mail and a vote taken from members. Minutes will also be sent via e-mail for vote.

**Old Business**

Mark reported the most recent revisions were effective August 1, 2008.

**Physical Fitness for Detention Officers**

Mark stated that a student in the Justice Academy's recent DOCC program recommended the lesson plan focus more on wellness, nutrition and fitness. Also, the student stressed the block should be tailored more for detention officers and not BLET.

Joseph Milem stated that four hours was not enough time for this block; he suggested six hours for the classroom portion. He stated the lesson plan needed updating—there is some old

statistical information in the outline. By allowing more time, instructors will be able to cover some items more in-depth, i.e., more time on nutrition.

Betty Reynolds agreed the statistics need to be updated. Goal setting could be addressed when assessments are done and the norms are covered. Alicia mentioned that discussing the long-term effects of physical fitness at the beginning of the training could certainly be beneficial. Goal setting at this stage is important for the students. Glen Matayabas agreed.

Members discussed the physical fitness aspect for detention officers in length.

Mark informed members that the physical fitness protocol was revised in BLET, effective July 1, 2008. Medical screening forms were revised, along with other items. The Sheriffs' Commission suggested at their last meeting that the DOCC curriculum should adopt this revised protocol. The new protocol includes these changes: using a medical screening form, 3-minute step is optional, body fat testing using calipers was eliminated, and there is now a 300 meter run.

Betty suggested forming a committee of physical fitness instructors to review this block of instruction. Joseph Milem agreed to chair the committee. He asked for an e-mail contact list to solicit members for the committee.

Alicia requested sharing DOPAT information from other agencies. These would be helpful in determining a basis for a standard and then individual agencies could adjust to fit their needs.

### **Investigative Process**

Mark went through the suggested changes to this lesson plan. A student has suggested this block is too long and that report writing which is covered in the outline should be a separate block. The student also noted that the block was written more for BLET than detention officer.

Under D.3., Search of a fire scene: The *Michigan v. Tyler* case doesn't apply to the jail. Mark recommended deleting number 3 altogether.

Under F.1., Types of notes: A recommendation was made to change "permanent and temporary notes" to "notes." Also, under F.7.i), change loose leaf notebook to say hard bound. Members agreed.

Under E., Collecting and Preserving Physical Evidence: Capt. Matayabas suggested adding information stating the difference between evidence and contraband. An instructor note might be added emphasizing that collecting evidence for a criminal investigation is different than contraband searches. Students need to be able to recognize what is and isn't a crime scene.

Under J., Preparing to Testify in Court: In section 2., change paragraph number four concerning defense attorneys who may want to discuss a case you are involved in. The paragraph may say: "In the detention setting you will often come in contact with defense attorneys who may begin talking about a case you are involved in. You should not engage in conversations with them about these cases. Refer all questions to the district attorney."

Members discussed making report writing a separate block, perhaps two hours in length. The “Investigative Process” would be reduced to a seven hour block.

Alicia suggested some of the videos be made mandatory and that report writing be taught at the beginning of the course. Members agreed.

Members discussed objective number 12 which states, “In a practical exercise, demonstrate an effective interview following basic rules for interviewing and proper questioning.” Mark stated the lesson plan does not include this exercise and he questioned whether there was sufficient time to do it. Members agreed to remove the objective and exercise.

Members agreed to separate the report writing into a block of instruction, 2 hours in length. The Investigative Process will be 7 hours.

### **Legal Aspects of Management and Supervision**

Mark reported that one of the Agency Legal Specialists at the Justice Academy recommended several changes to this lesson plan. The attorney suggested deleting the information on disciplinary proceedings and due process because it was not needed. Members felt it should be left in the outline.

Also recommended in section G. Legal Aspects of Criminal Investigation, in section 1: delete a) *Mincey v. Arizona* and b) *Thompson v. Louisiana*. These two cases should not be included in the course; they do not apply inside a detention facility due to *Hudson v. Palmer*. A short paragraph will be added regarding citizens’ rights before the case *Hudson v. Palmer* indicating the cases *Mincey v. Arizona* and *Thompson v. Louisiana* laid the foundation. The instructor note in this section will be revised also.

Several notes in the outline should be corrected to show them as instructor notes.

The Agency Legal Specialist also recommended deleting the case *State v. Dettter* concerning chain of custody. A basic detention officer does not need to know this information. Along with deleting b), delete c) also (NCGS 8-103).

Todd suggested adding an instructor note in the section on *Miranda* stating that detention officers cannot question inmates concerning something that might result in a criminal charge without a *Miranda* warning. Todd also recommended that in section H.1.a), the statistical information be updated. Also section H.2.c)(2)(b) should be rewritten. It should be relative to the current law.

After this discussion on the Legal block, it was decided to table this revision until March after the Justice Academy Agency Legal Specialist has reviewed the entire outline thoroughly.

### **Stress**

Mark stated that the “colors of alarm” in this block are not explained fully. Also, it is difficult to teach this block in 2 hours. Members agreed it should be 3 hours long.

## **Criminal Justice System**

Mark stated his instructor indicated this block should be longer—perhaps 4 hours instead of 3. It was decided to leave the block at 3 hours.

## **Ethics**

It was recommended to add the video from the Ethics 2007 In-Service for Detention Officers training. It is approximately 14 minutes long and will be titled “The Con of a Chaplain.” It shows an inmate explaining how and why he chose a female chaplain to manipulate and con into violating prison rules and state statutes. Members agreed to add the video and make it mandatory.

## **Next Meeting**

The next meeting will be around the middle of March 2009. A specific date will be determined later.

The meeting adjourned at 12 noon.